



Issued on:

Deadline For Application: October 2<sup>nd</sup> 2018

JOB TITLE: National Coordination Mechanism Consultant

TYPE OF REQUISITION: PSA.NAT

DUTY STATION: Skopje

ORGANIZATIONAL UNIT: REU

DURATION: 30 days on WAE basis until  
30 November 2018

*FAO seeks gender, geographical and linguistic diversity in its staff and international consultants in order to best serve FAO Members in all regions.*

**Qualified female applicants and qualified nationals of non-and under-represented member countries are encouraged to apply.**

**Persons with disabilities are equally encouraged to apply.**

**All applications will be treated with the strictest confidence.**

**Organizational Setting:** Under the overall supervision of the Assistant Director General / Regional Representative, the technical supervision of the Green Climate Fund (GCF) Advisor and operational supervision of the Budget Holder, as well as in close consultation with the National Delegated Authority (NDA) - Cabinet of the Deputy Prime minister in Charge of Economic Affairs in Skopje and in close liaison with FAO Skopje personnel, the National Coordination Mechanism Consultant will be responsible for ensuring technical quality of activities implemented in the framework of project GCP/MCD/003/GCR "Support for the management of an effective coordination mechanism regarding the GCF.

### Reporting Lines

Green Climate Fund Advisor (REU) and Budget Holder (REU)

**Technical Focus:** Climate change, policy development, capacity development, programme development, coordination and operational assistance based on the knowledge of the local conditions, culture, language and institutions of the country of assignment.

### Tasks and responsibilities:

- Analyse the operational capacity of the Cabinet of the Deputy Prime Minister in charge of Economic Affairs- as NDA of the country to the GCF-to submit a report identifying its strengths and weaknesses and any potential gaps in its capacities to comply with its role and functions as NDA; including an analysis of the NDA's capacity to monitor, oversight and streamline climate finance.
- Prepare a SWOT analysis of the NDA's current nomination (position/organization and links with other stakeholders), including information on gaps for in country coordination on climate change and climate finance matters.
- Analyse the existing country coordination mechanism- National Council for Sustainable Development and other existing bodies- and propose a roadmap with concrete measures to strengthen it as a coordination mechanism on matters related to the GCF (and other climate finance processes), ensuring alignment with no-objection procedure to be developed by the NDA for GCF activities, considering national priorities and other ongoing initiatives on climate change.
- Propose new structure for the already established working groups/bodies related to climate change and identify opportunities to enrich decision making processes with technical discussions related to NDC implementation and Sustainable Development Goals.
- Perform other duties and activities as required to ensure successful implementation of the project activities related to improvement of the national coordination mechanism for usage of the GCF opportunities.

### CANDIDATES WILL BE ASSESSED AGAINST THE FOLLOWING

#### Minimum Requirements

- Master's or Bachelor's degree(s) in economics, finance, management, political science, agriculture, sustainable development, climate policy or related fields.
- A minimum of 5 years work experience in climate change finance, preferably in an international environment.
- Proven work experience with multi-stakeholder processes and coordination mechanisms.
- Demonstrate working experience in activities related to establishment of coordination mechanism within governmental institutions in the country or in the region.
- Excellent oral and written communication skills of English are required.

#### FAO Core Competencies

- Results Focus
- Teamwork
- Communication
- Building Effective Relationships

- Knowledge Sharing and Continuous Improvement
- Gender and minorities awareness

#### **Additional Selection Criteria**

- Ability and self-initiative to carry out assigned tasks within deadlines in a team as well as under minimal supervision.
- Advanced knowledge about the national institutional set-up, especially about the already established coordination mechanism in other relevant areas, will be considered as asset.
- Demonstrated previous experience working project/programme implementation and monitoring in the context of climate change, agriculture and/or rural development as well as on the development and formulation of projects.
- Knowledge of FAO's project management systems is an asset.
- Knowledge of GCF procedures and UN SDGs will be considered as asset.
- Project management and monitoring experience, and good knowledge of policy, institutional and cross-sector coordination issues related to climate change.
- Level and relevance of experience in project and programme development, management and monitoring.
- Demonstrated knowledge of objectives and function of technical programmes as well as of FAO and/or UN operational guidelines and procedures.
- Capacity to manage tasks in a systematic and efficient manner with judgment, analysis, independence and initiative
- Capacity to communicate clearly both verbally and in writing.
- Demonstrated ability to establish good working relationship and team spirit both inside the Organization and with external partners such as government officers, UN partners, donors or NGOs.
- Ability to use computer software such as MS Office and other project management software and database
- Strong language and writing skills in English and Macedonian.
- Previous experience in the UN system and excellent skills in written and verbal English language will be a strong asset.
- Work experience in more than one location or area of work, particularly in field positions is also desirable.
- Knowledge of another UN language is an advantage.

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Please note that all candidates should adhere to *FAO Values of Commitment to FAO, Respect for All and Integrity and Transparency*.

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#### **ADDITIONAL INFORMATION**

- FAO does not charge a fee at any stage of the recruitment process (application, interview meeting, processing). Incomplete applications will not be considered. If you need help, or have queries, please contact: [IRecruitment@fao.org](mailto:IRecruitment@fao.org)
- Applications received after the closing date will not be accepted.
- For other issues, visit the FAO employment website: <http://www.fao.org/employment/home/en/>

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#### **HOW TO APPLY**

To apply, please send an e-mail with your CV and cover letter attached to [FAO-MK@fao.org](mailto:FAO-MK@fao.org) using the subject line: "**Vacancy - National Coordination Mechanism Consultant**".

Deadline for submissions is 12:00 Central European Time (CET) on the deadline for applications date. We encourage applicants to submit the application well before the deadline date.

If you need help, or have queries, please contact: [FAO-MK@fao.org](mailto:FAO-MK@fao.org)

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**FAO IS A NON-SMOKING ENVIRONMENT**

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